

OTE 86-1502

13 March 1986

MEMORANDUM FOR: Director of Finance
FROM:
Director, Training and Education
SUBJECT: Subobject Class (SOC) for Internal Training
REFERENCE: Your Draft Memo ADPP 35-86

1. Your suggestion to capture financial information regarding internal training via project numbers rather than a separate SOC makes sense to me. The project number option would provide more detail on the kinds of costs incurred for internal training.

2. I do have several questions regarding implementation. How would the establishment of a project number be achieved? How long would it be before reliable financial reports could be obtained from the data? Would it be possible to establish one unique project number for use across the Agency to facilitate the identification and gathering of the information? Who will decide what level of internal training activity in an office would be "too nominal to warrant assignment of a special project number?" This Agency needs to have a fairly accurate determination of its total expenditures on training. If too many offices are exempt from this reporting requirement, the accumulated costs will be less than accurate.

3. I appreciate your attention to this problem and will be glad to continue working with you towards its resolution.

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